

# CAMP PENDLETON SNCOA CAREER SCHOOL

## CHECK-IN PROCEDURES/ REQUIREMENTS

- All Students must report in the Service “A” uniform
- All students will report to **BLDG 524103** in 52 Area.
- Check-in:
  - Local area (Pendleton, MCRD, Miramar): **0800-1000**.
  - Outside local area: contact SNCOIC/Chief Instructor for estimated time of arrival.
    - 760-725-4822/4844
- Command Screening Checklist (**Aug 2021 version**):
  - All required signatures:
    - SgtMaj, CO, Medical Officer/Independent Duty Corpsman (IDC).
  - Medical Stamp is required
- Completed the Career School Distance Education Program **EPME6000AA**.
  - Copy of completion certificate on hand.
- Defense Travel System (DTS) orders or endorsed original orders from the Marines S-1.
  - TECOM funding letter does not constitute orders.
- If you are on funded orders from out of the area you will get a room.

## UNIFORM REQUIREMENTS

- All Service uniforms w/garrison cover
- Marine Corps Combat Utility Uniform (MCCUU) (X2)
- Boots (X2)
- PT shirts (X5) (no unit logos)
- PT shorts (X3)
- Running shoes with white socks
- USMC sweatshirt and bottoms
- USMC running suit
- Yellow reflective belt
- Black or Coyote brown Camelback
- Professional business attire:
  - Males: Suit, tie, slacks, dress shirt, collared shirt, and dress shoes.
  - Females: Tidy dresses, skirts, or slacks. Tops should include neat button-down shirts or blouses with a blazer. Shoes include classic heels no higher than three inches, loafers, or tidy flats. Minimal jewelry and belts.

## ADDITIONAL SUPPLIES

- Pens and pencils
- Composition Book
- Laptop (Highly recommended, there is WIFI)
- Bring adapters for Apple Products to connect to windows devices.

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- “Staff Sergeant of Marines”
  - T-shirts: \$7.00
  - Dri-fit and sweatshirts available for \$16.
- Class and Platoon photos will be taken and made available for each student to purchase (\$35)

